

**UNITED STATES DISTRICT COURT
OFFICE OF THE PROBATION OFFICER
WESTERN DISTRICT OF VIRGINIA**

**PHILIP K. WILLIAMS
CHIEF PROBATION OFFICER**

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ROANOKE, VA 24007**



**PHONE: (540) 857-5180
FAX: (540) 857-5181**

July 31, 2015

Eligible Treatment Providers

**RE: Request for Proposals (RFP) for Treatment Services
Fiscal Years 2016 to 2018**

To whom it may concern:

The U.S. Probation Office for the Western District of Virginia is soliciting proposals to provide substance abuse, mental health and sex offender treatment services for male and female defendants and offenders. These individuals include persons on pretrial release, probation, supervised release and parole. This group could also include inmates in the Federal Bureau of Prisons who are residing in federal or contract community treatment centers.

The Request for Proposal (RFP) for each catchment in the Western District of Virginia may be accessed by clicking on the below link:

<http://www.vawd.uscourts.gov/programs-services/probation-treatment-services.aspx>

The RFP contains the full text of all applicable Government regulations, and all offerors are subject to the provisions contained in the RFP. In responding to the RFP, vendors should answer fully each item and supply all information requested. Section "L" provides specific directions for potential vendors in completing their proposals. All proposals will be evaluated by the criteria identified in Section "M."

A vendor must be capable of providing all services identified in Section "B" and within the geographic area identified in Section "B." A vendor must have at least one site in the geographic area which will be evaluated during an on-site visit. The estimated monthly quantities listed in Section "B" of the RFP are the estimate of services to be provided during the term of the agreement. It is only an estimate.

Proposals will be awarded on the basis of initial offers submitted, and each initial offer should contain your organization's best terms from a cost and technical standpoint. There will be no additional opportunity to modify your proposal. Please read the RFP carefully; do not rely on knowledge of previous RFPs or knowledge of previous federal procurement procedures.

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Although the Government may choose to enter into a Blanket Purchase Agreement with multiple vendors, the Government reserves the right to award to a single vendor. The term for the Blanket Purchase Agreement is 12 months, with a provision that shall allow the Government to unilaterally extend the agreement for an additional 2 years, at the Government's discretion.

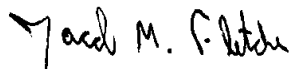
If you have any questions regarding an RFP, please email the questions to wr_good@vawp.uscourts.gov and jake_fletcher@vawp.uscourts.gov at your earliest convenience. All responses will be sent via email as soon as possible. **You cannot call the U.S. Probation Office with questions regarding an RFP.**

For all proposals, the original and one copy must be received no later than 5:00 PM on Monday, August 31, 2015. All copies must be originally signed. A copy of the Blanket Purchase Agreement, Clauses and Terms of Agreement, should be retained by the vendor for their file. **Please do not submit proposals in binders or notebooks.**

Sincerely,



W.R. Good
Senior U.S. Probation Officer



Jacob M. Fletcher
Senior U.S. Probation Officer